

2023 Biennium Goals – Objectives

Department of Military Affairs – 67010

Mission Statement – The mission of the Department of Military Affairs has three components:

- **Federal – To serve as the primary federal reserve force in support of the national security objectives when called upon by the President of the United States.**
- **State – Protection of the life property, preservation of peace, order, and public safety for Montana's citizens, when called upon by the Governor.**
- **Community – Participate in local, state, and national programs that add value to America.**

DIRECTORS OFFICE

The Director's Office carries out the Department of Military Affairs mission and statutory responsibilities by managing and evaluating all administrative functions for the Agency's distinct divisions

Goal 1. Create full cycle human resource process and procedure that involves recruitment and selection, on-boarding, policy development, safety, compensation, benefits, career development, performance evaluation, and succession planning.

- Develop an on-boarding process. Review and update Fair Labor Standards Act and Forefront Identity Manager (FIM) for compliance.

Goal 2. Ensure that the department's fiscal management practices are consistent with "Generally Accepted Accounting Principles" (GAAP).

- Implement accounting for new or modified programs, work with department divisions to improve communication of information required for accounting entries and minimize or eliminate findings and recommendations on financial audits.

Goal 3. Continue to strengthen and improve internal controls.

- Educate department personnel on the importance of internal controls; review internal controls to ensure they continue to achieve the objectives of the department; and test internal controls on a regular basis for effectiveness.

Goal 4. Ensure DMA personnel are following state and department procurement and contracting rules, regulations, and policies.

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- Offer procurement and contracting training and instruction to DMA personnel via power point classes, instruction manuals and communication.

Goal 5. Upgrade technology and software in the agency as allowed by staff and budget.

- Provide high-quality IT support to staff; complete deployment of Windows 10 and Office 365/2016; continually upgrade network infrastructure to support regional offices; improve service response rate and tracking; improve integration of IT as a business solution provider to the department programs; improve information security practices throughout the agency.

MONTANA YOUTH CHALLENGE ACADEMY

The Mission of The Montana Youth Challenge Academy is to provide the preferred alternative education setting for promoting the success of at-risk youth between the ages of 16 to 18 in the state of Montana.

Goal 1. Provide more educational support and opportunity to MYCA Youth.

- Complete Cognia Self-Evaluation and maintain accreditation with Cognia.
- Conduct meetings with OPI and Beaverhead County High School (BCHS) IOT lay out groundwork for an accreditation co-op between MYCA and BCHS through OPI.

Goal 2. Create relationships in all major markets and on each of the 7 Reservations that actively support and promote the Academy in terms of enrollment and placement.

- Schedule and conduct a minimum of two outreach targeted events on each of the 7 Reservations in MT in SFY 21.
- Attend and present at each of the 6 regional Montana Association of Secondary School Principals meetings in Montana in SFY 21.
- Conduct a minimum of two new presentations at NEW youth serving organizations in each of the “big six “major markets in Montana during SFY 21.
- Increase the long-term success of graduates through enhancement of life coping and job training skills.
- Schedule Human Resource Development Counsel (HRDC) to conduct additional resume building, financial planning classes for Cadets.
- Add to the job skills curriculum with classes in typing, Microsoft office suites, and professionalism at work.
- Add at least one additional certificate producing program to MYCA offerings that supports job attainment.

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Goal 3. Meet or exceed NGB target graduation goal of 100 cadets per class.

- Increase enrollment orientations to a minimum of two per region IOT ensure Cadets have a better understanding of the Academy.
- Create “WOW” videos for presentations that are designed for specific target audiences.
- Achieve and maintain maximum 20% Cadet attrition.

STARBASE

The Mission of the Montana STARBASE program is to provide an innovative and engaging classroom for elementary aged (predominantly fifth grade students) that allows all children to experience learning success, teamwork and real world application of Science, Technology, Engineering, and Math (STEM), igniting interest in pursuing careers in STEM fields.

Goal 1. Fully implement STARBASE 2.0 after-school mentoring program

- Develop MOU with designated school districts.
- Identify, background check and train volunteer mentors.
- Identify locations and develop schedule.
- Market program to potential middle school students and parents.
- Establish STEM projects and curriculum to go beyond STARBASE foundations.
- Prior STEM projects offered to Montana students include: Robotics, Raspberry-Pi Programming, Aeronautics, Wind Energy, and Fuel Cell Based Engineering Design.
- Further enhance student’s engagement in STEM career possibilities.
- Develop high school level survey to determine STEM interest.

Goal 2. Improve and refine Community outreach

- Develop a network of communications with community and school districts.
- Initiate STEM family nights and summer camps.
- Partner with individuals, schools, school districts, educational programs and industry.
- Increase participation and enrollment by 10% each year.
- Communicate tangible impact of program with community.

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Goal 3. Add additional STARBASE locations and mobile unit

- Work with MTNG to determine site and space availability.
- Communicate with school districts to determine interest.
- Interview and place requisite STEM teaching staff.
- Develop a mobile classroom platform.
- Advertise and select mobile teaching team.
- Team with rural community school districts and Native American reservations.
- Increase number of Montana students taught STARBASE STEM curriculum by 25%.

ARMY NATIONAL GUARD – Construction and Facilities Management Office

The Mission of the Construction and Facilities Management Office is to identify, optimize and resourcefully implement construction and facility management processes and funding mechanisms which secure the collective mission of the Department of Military Affairs.

Goal 1. Enhance Cross-Division Outreach

- Prioritize construction and facility management initiatives to support cross-division operations.
- Consult with stakeholders to obtain Integrated Natural Resource and Cultural Resource Management Plan updates and educate the public about site remediation risks.
- Develop and implement a process to utilize federal repair and maintenance and military construction (MILCON) funds to leverage State funding objectives.

Goal 2. Develop a Generation of Leaders

- Develop and implement employee driven performance plans with biannual reviews and action plans.
- Define and implement recognition and compensation programs that promote the alignment of CFMO's purpose and value with that of the employee.
- Develop and implement a staffing plan to identify resource gaps and optimize organizational structure to provide a secure framework for resource allocation.

Goal 3. Build and Maintain Exceptional Facilities and Training Lands

- Contract and award 100% of authorized federal and state funds.
- Identify, develop, and implement streamlined business processes to enhance the alignment of state and federal objectives.

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- Update all construction, maintenance and facility management plans to facilitate CFMO objectives and to meet federal and state regulations.
- Identify the cost of facility upgrades, major repairs, and improvements and submit accurate assessments to the State's Facility Condition Assessment (FCA) program.

Goal 4. Innovate and Optimize Management Practices to Produce Resilient, Ecofriendly Infrastructure

- Identify inefficient construction and facility management practices and implement innovative solutions to increase resource effectiveness.
- Use the highest performance building standards and implement sustainable materials to optimize energy efficiency.

MONTANA AIR NATIONAL GUARD

The Mission of the Montana Air National Guard is to provide ready and reliable personnel, services, and infrastructure to meet wartime and peacetime mission requirements.

Goal 1. Sustainability: Concentrate daily operations on mission execution.

- 100% sortie mission success rate.
- Zero environmental, fire or life safety Notice of Violations.
- Implement 100% preventative maintenance programs.

Goal 2. Efficiency: Advance energy conservation measures and energy improvement projects.

- Reduce gas and electric usage by 3% per year.
- Reduce water consumption by 2% per year.
- Purchase or produce 7.5% renewable energy.

Goal 3. Effectiveness: Provide a competent, productive, and conscientious work force.

- Support training, safety, and physical fitness. Maintain high expertise through continuing education, implement and emphasize safe practices, and encourage improved health and fitness.
- Ensure integrity and stewardship of funds, equipment, and materials. Validate each expenditure and ensure checks and balances are in place for the financial process.
- Plan work to minimize unproductive time. Every area will always be ready for inspections, audits or reviews that yield an excellent rating or higher with no significant negative findings.

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DISASTER & EMERGENCY SERVICES

The Mission of Montana Disaster and Emergency Services is to lead a comprehensive emergency management program to prepare for, respond to, recover from, and mitigate disasters.

Goal 1. Build a Culture of Preparedness

- Train the MT DES Workforce on core individual preparedness responsibilities.
- Enable statewide emergency public alerting message.
- Increase public awareness on the effect disasters can have on the population.

Goals 2. Ready the State for Disasters

- Build resilient communities by quadrupling the investment in Pre-Disaster Mitigation.
- Increase statewide preparedness by reviewing 100% of county and tribal plans and minimum elements.
- Develop a strategic outreach and marketing plan for Disaster and Emergency Services.
- Reduce statewide preparedness gaps and unmet needs.

Goal 3. Reduce Complexity

- Streamline the process to help communities recover from disasters.
- Increase the number of all-hazard incident management personnel in the state resource mobilization system.
- Reduce the amount of locally reverted EMPG funds by 50%.
- Update Montana Code Annotated, to clarify roles, responsibilities, and authorities of MT DES.

Goal 4. Cultivate Leadership

- Provide a consistent overview of disaster and emergency services roles and responsibilities to executive officials and emergency managers in all jurisdictions.
- Expand capacity to support local DES coordinators by identifying, training and sustaining staff that can support an Emergency Operations Center (EOC).
- Retain our investment in our employees by increasing the five-year average retention rate at MT DES.
- Annually provide training on comprehensive emergency management.

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VETERANS AFFAIRS

The Mission of the Veterans Affairs is to promote the general welfare of Montana veteran and their families.

Goal 1. Establish statewide veteran service support for discharged veterans and their family members

- Provide counseling, advice and assistance to veterans and veterans' family members in attaining federal and state earned entitlements.
- Assist in obtaining military service, military awards, medical and legal documentation supporting veterans claim development.
- Prepare and file veteran benefit claims with applicable agencies IAW Veterans Administration guidelines.
- Provide customer service in statewide network of veteran service offices.
- Conduct a regularly scheduled veterans service outreach program to maximize veterans' access to services.
- Ensure timely submission of federal VA claims products by utilizing electronic claim management systems.

Goal 2. Actively cooperate with state and federal agencies for the benefit of veterans and their family members

- Advise and assist other agencies regarding veterans earned entitlements.
- Refer veterans and family members to appropriate supporting state and federal agencies.
- Collaborate with state agencies to broaden services to veterans in our Montana State Veteran Homes.
- Develop network and teambuilding with Tribal, County, and National Service Organizations.
- To coordinate and cooperate with all national and state veteran service organizations.

Goal 3. Manage the Montana State Veterans cemetery program

- To construct, operate and maintain State veterans cemeteries in accordance with applicable state and local statutes, and in accordance with National Shrine Standards.
- Administer State veterans cemeteries; including, maintaining burial records, receiving monetary donations and accounting for federal plot allowance fees.

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- Collaborate with local funeral homes, churches, cemeteries, and DoD to ensure consistent and honorable burial to all veterans and family members.

Goal 4. Strengthen Leadership

- Provide state sponsored leadership course to all supervisors.
- Develop leadership and management skills across agency to support retention rate.
- Increase awareness regarding cultural sensitivity.
- Through strong leadership, continue to improve career ladder program.